

Himachal Pradesh University
NAAC Accredited "A" Grade University
Centre for Distance Education and Online Learning
Acad –IV, M Com

Date: 06-07-2024

Guidelines for M. Com.PROJECT REPORT AND VIVA VOCE

This is for the information of ICDEOL MCom-4th Semester students, HPU, Shimla-5. Course MC 405 **PROJECT REPORT AND VIVA VOCE** and M.Com 406 **COMPREHENSIVE VIVA VOCE**, respectively, carry a weightage of 100 marks each. The students can choose an Eligible Supervisor/Project Guide from any recognised institution that holds a Ph.D. degree in Commerce/Management as a project Supervisor/Project Guide.

The candidates are directed to follow the given guidelines: -

- 1) By 20th July 2024, the candidates should submit one hard copy of the project report duly certified/signed by the project guide to the **SECTION OFFICER, M. COM BRANCH ICDEOL HPU SHIMLA.**
- 2) Project viva fee of Rs. 1000/- (Rupees One Thousand Only) to be paid online at https://admissions.hpushimla.in/Icdeol_misc_SemesterPaymentLoginOnline.aspx. A payment receipt/challan slip will be submitted along with an application at the time of project report submission.
- 3) The project report should have at least 60 pages. They are typed in Times New Roman (Font). 1.5 Line Spacing, Justified Alignment and printed on A4 paper &hardbound.
- 4) The viva voce of MC 405 & MC 406 will be scheduled after (20th July 2024) submitting the project report.
- 5) For further queries, the candidates may contact the Branch, M. Com, ICDEOL, Himachal Pradesh University, Shimla-5, on the mobile numbers provided earlier during working hours.

Encl:

1. Performa for Project Guide Allotment.
2. The Google form will be completed **after the project supervisor completes the attached Performa** for the Project Guide Allotment.
3. Within seven days of this communication, upload the enclosed Performa duly signed and filled out by the Supervisor/Project Guide and other particulars on a Google form link. [PROJECT REPORT AND VIVA-VOCE MC 405 - Google Forms](#)

Section Officer (Acad-IV)

PERFORMA FOR PROJECT GUIDE ALLOTMENT M.COM PROGRAMME CDOE
(Upload this Performa as an attachment on the Google form provided in Guidelines)

1. Name and Designation of the Guide _____

2. Qualification _____
3. Present Official Address _____
4. Mobile Number _____
5. E-Mail -----
6. Bank Name -----
7. Account Number -----
8. IFSC code-----
9. PAN Number _____

DECLARATION

10. I solemnly declare and affirm that the abovementioned particulars are correct and that I am not supervising more than 25 candidates this semester.
11. I agree to Guide Mr./Ms. _____ whose Roll Number
is _____ Topic/Title of the project _____

Dated:

Signature and address of
Project Guide